

From: [REDACTED]
 To: [REDACTED]
 Subject: RE: CASA Board in Darwin
 Date: Thursday, 27 May 2021 9:47:24 AM
 Attachments: image003.png

[EXTERNAL EMAIL]

Morning mate
 Ill give you a call on this one to ask for a little guidance as to format etc. I agree a great opportunity and something the industry should do well to participate in.

Cheers

[REDACTED]

Managing Director
 [REDACTED]

[REDACTED]

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From: [REDACTED]
 Sent: Wednesday, 26 May 2021 11:26 AM
 To: [REDACTED]
 Subject: CASA Board in Darwin

Goodday mate.

As mentioned a couple of weeks ago, we have the entire CASA Board and Executive Team coming to Darwin from 21st to 23rd June (Board Meeting on 22nd June). I have now spoken with the new CEO/DAS (Director Aviation Safety), [REDACTED] and she is keen to take-up both my suggestions of a Hardy Aviation RPT flight to the Tiwi Islands and back on Monday afternoon and then a Meeting/Presentation from the Top-End Helicopter industry on the Wednesday morning (I said specifically highlighting some of the concerns and issues associated with the new Regulations).

In my view, this is a once-off opportunity given that my tenure on the Board is currently due to expire in October and the new Regs are slated for 3rd December 2021. Accompanying [REDACTED] would be [REDACTED] (who you previously met as Acting CEO/DAS – and is now back to his previous role as Group Executive Manager – Aviation) as well as [REDACTED] (who I wanted you to meet last time but who flew out to Cairns) who is Executive Manager - Regulatory Oversight. I expect there may be a few others who would attend as well.

Anyway, let me know your thoughts and how you think we (you guys) can get something together to address the foreseeable issues.

Regards

[REDACTED]

[REDACTED]

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–
 This message has been scanned for viruses and dangerous content by MailScanner, and is believed to be clean

Phengrasmy, Keeley

From: s 22
Sent: Thursday, 24 June 2021 2:13 PM
To: s 22
Subject: FW: Declaration of gift for gift register [SEC=OFFICIAL]

OFFICIAL

s 22

I virtually consider this an industry outreach initiative. But I definitely seek your sage counsel on whether the event below constitutes a hospitality or gift?

Cheers

s 22

s 22 | Board Secretary
 Civil Aviation Safety Authority | 16 Furzer Street, Philip ACT 2606
 GPO Box 2005, Canberra ACT 2601
 p (02) 6217 1318 | m 0478 302 047 | e s 22
www.casa.gov.au



From: s 22
Sent: Thursday, 24 June 2021 1:56 PM
To: s 22
Subject: Declaration of gift for gift register

Hi s 22

Please enter the following in the gift register under my name

" 23/6/21 Following a presentation in Darwin by s 22 and team at PRI Farming, with other board colleagues s 22, I was taken on a one hour tour by helicopter of PRI's various crocodile farms around Darwin. Only non alcoholic beverages were offered (chilled water). Companies associated with s 22 currently have applications before CASA for consideration"

s 22 please let me know if you need any further information

Kind regards

s 22

s 22

Non-Executive Director

E: s 22

T: s 47F

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Released under Freedom of Information

Phengrasmy, Keeley

From: s 22
Sent: Friday, 25 June 2021 4:49 PM
To: s 22
Subject: RE: Crocodile Farms NT [SEC=OFFICIAL]

Sorry s 22,

I don't think it would be inappropriate to accept without payment. The Industry member willingly offered the Board the opportunity to spend time with him to provide context on his operations. If they were wanting recompense it would have been part of the deal offered:

- Eg: I'll show you around my facilities and demonstrate what we do for \$x per person.

Refreshments offered were modest in nature, chilled water, and do not imply that a special event/function occurred.

Also, there was a question around Conflict of Interest.

It would be improper for a Board member or the Director to impose any judgement on an outcome for any applications that CASA may be processing. To the best of my knowledge, no such interference with internal practices has occurred to date.

s 22
 Deputy Chief Financial Officer
 Finance
CASA
 p: 02 6217 1537 m: 0411 155 742
 16 Furzer Street, Phillip ACT 2606
 GPO Box 2005, Canberra ACT 2601
www.casa.gov.au


From: s 22
Sent: Friday, 25 June 2021 4:40 PM
To: s 22
Subject: RE: Crocodile Farms NT [SEC=OFFICIAL]

OFFICIAL

What about the cost element? Seek to pay or accept without payment?

s 22
 Chief Financial Officer
 Finance Branch
CASA

From: s 22
Sent: Friday, 25 June 2021 4:20 PM
To: s 22
Subject: RE: Crocodile Farms NT [SEC=OFFICIAL]

OFFICIAL

§ 22

Following our conversations in this matter I would consider the following appropriate:

- The excursion was an instance where the CASA Board met with an Industry member and was provided the opportunity to understand the Operator's business better.
- While I would not classify this as a "gift", for transparency, I recommend publishing the instance on CASA's external web-site on behalf of the DAS and Board with an "unquantified" value, at the following address:
 - [Gift and benefit register | Civil Aviation Safety Authority \(casa.gov.au\)](#)

Happy to discuss.

§ 22

Deputy Chief Financial Officer
Finance
CASA
p: 02 6217 1537 m: 0411 155 742
16 Furzer Street, Phillip ACT 2606
GPO Box 2005, Canberra ACT 2601
www.casa.gov.au



From: § 22
Sent: Thursday, 24 June 2021 10:44 AM
To: § 22
Subject: FW: Crocodile Farms NT [SEC=OFFICIAL]

OFFICIAL

For advice please, as discussed.

§ 22

Chief Financial Officer
Finance Branch
CASA

From: § 22
Sent: Wednesday, 23 June 2021 9:50 PM
To: § 22
Cc: § 22
Subject: Crocodile Farms NT [SEC=OFFICIAL]

OFFICIAL

Hi § 22

As discussed briefly, earlier today § 22 organised for § 22 to be briefed by § 22 of Crocodile Farms NT on their operations and the implications of the new flight operations regulations (as they relate to Human External Cargo operations for the collection of crocodile eggs). As part of the briefing § 22 had organised a helicopter tour (which § 22 did not participate in) for us to see the conditions for the collection of eggs, as well as the scale of the CFNT's operations. The pilot was § 22 (who has a media profile as the crocodile wrangler).

Please let me know if you think I should follow up any costs.

PSM

Chief Executive Officer and
Director of Aviation Safety

Civil Aviation Safety Authority

GPO Box 2005, CANBERRA ACT 2601

p: 02 6217 1001 **m:** 0409 316 152

www.casa.gov.au



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Phengrasmy, Keeley

From: s 22
Sent: Friday, 25 June 2021 5:09 PM
To: s 22
Subject: RE: Crocodile Farms NT [SEC=OFFICIAL]

OFFICIAL

Wow, common sense, what's that about? 😊

s 22 | Board Secretary
 Civil Aviation Safety Authority | 16 Furzer Street, Philip ACT 2606
 GPO Box 2005, Canberra ACT 2601
 p (02) 6217 1318 | m 0478 302 047 | ✉ s 22
www.casa.gov.au


From: s 22
Sent: Friday, 25 June 2021 5:05 PM
To: s 22
Cc: s 22
Subject: RE: Crocodile Farms NT [SEC=OFFICIAL]

OFFICIAL

s 22

We s 22 - Deputy CFO and I) have had a look at this from your perspective below and also s 22, as articulated in the attached email.

From our perspective, we don't think it would be inappropriate to accept without payment. The Industry member willingly offered the Board the opportunity to spend time with him to provide context on his operations. If they were wanting recompense it would have been part of the deal offered:

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 - [Gift and benefit register | Civil Aviation Safety Authority \(casa.gov.au\)](#)
- Include it in the monthly report to s 22 as reviewer of Board expenses. If s 22 considers the actions inappropriate in any way, we can redress at that time.

Happy to discuss in our scheduled Tuesday catch up. I'll also introduce you to s 22.

Regards

s 22

s 22

Chief Financial Officer
Finance Branch
CASA

From: s 22
Sent: Wednesday, 23 June 2021 9:50 PM
To: s 22
Cc: s 22
Subject: Crocodile Farms NT [SEC=OFFICIAL]

OFFICIAL

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Please let me know if you think I should follow up any costs.

s 22

s 22

Chief Executive Officer and
Director of Aviation Safety
Civil Aviation Safety Authority
GPO Box 2005, CANBERRA ACT 2601
p: 02 6217 1001 m: 0409 316 152
www.casa.gov.au



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Approval is sought to: ☐ Provide hospitality ☒ Receive hospitality

Section A – Provide Hospitality (This section is required for provided hospitality over \$300 only)

Occasion: Date: To

Venue:

Business justification for
providing hospitality / gifts:

Attendees: (Additional attendees can be added in page 2 if required)

CASA Staff		Non-CASA Staff	
Name	Office Location	Name	Employer
	Select		
	Select		
	Select		
	Select		
	Select		
	Select		
	Select		
	Select		
	Select		

Estimated expenditure (\$):

Venue hire
Alcoholic drinks
Refreshments/light meals
Dinner/entertainment
Consultants/speakers
Gifting
Other
Total estimated value **0.00**

Natural account:

3600 Venue hire
3570 Official hospitality
3310 Business catering
3570 Official hospitality

Cost centre 1:
Cost centre 2:
Activity Code:

Section B - Receive Hospitality / Gifts (This section is required for receiving hospitality regardless of value)

☒ Hospitality / Gifts ☐ Sponsored travel ☐ Flight Upgrades

Estimated total value: \$ 0.00 Date received: 23/06/2021

Organisation / individual who offered the hospitality: ^{s 22} CEO, Crocodile Farms NT

CASA staff receiving the gift: ^{s 22} (Board Chair), ^{s 22} (Board member), ^{s 22} (CEO CASA), ^{s 22}

Nature and reason for the gift: Demonstrate operations and the implications of the new flight operations regulations

Origin / destination (for flight only) Darwin, NT Travel document no. (if applicable): n/a

[Click here to complete a Conflict of Interest declaration](#) form for sponsored travel only

Section C – Declaration

I declare that this hospitality is appropriate and reasonable in accordance with the CASA Board Policy and the Finance Manual.

Full name Division / Branch

Section D – Approval by Cost Centre Manager

I am satisfied that this hospitality is appropriate and reasonable in accordance with
CASA Board Policy and Finance Manual.

Name / Signature 29/06/2021



Hospitality and Gift Form

Form 362

Additional attendees: (if page 2 has insufficient space please attach a list of additional attendees to this form)

[illegible]

§ 22

From: § 22
Sent: Monday, 28 June 2021 12:49 PM
To: § 22
Cc: § 22
Subject: RE: Crocodile Farms NT [SEC=OFFICIAL]

OFFICIAL

Thanks § 22

Sensible proposed approach – I'll update the register and respond if § 22 has any issues.

§ 22 – do you want to let § 22 and § 22 know how we are handling?

Thanks

§ 22

From: § 22
Sent: Friday, 25 June 2021 5:05 PM
To: § 22
Cc: § 22
Subject: RE: Crocodile Farms NT [SEC=OFFICIAL]

OFFICIAL

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Regards

§ 22

§ 22

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Finance Branch
CASA

From: § 22
Sent: Wednesday, 23 June 2021 9:50 PM
To: § 22
Cc: § 22
Subject: Crocodile Farms NT [SEC=OFFICIAL]

OFFICIAL

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§ 22

§ 22 **PSM**
Chief Executive Officer and
Director of Aviation Safety
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Released under Freedom of Information



Australian Government
Civil Aviation Safety Authority

CHAIR – CASA BOARD

5 July 2021

§ 22

Managing Director

§ 47F

Via email: § 22

Dear § 22

I would like to thank you personally for the opportunity to visit Crocodile Farms NT on 23 June 2021 and the opportunity afforded for some CASA Board members to get a 'birds-eye' view of your operations.

The information you provided was comprehensive and professional and very much appreciated. It provided an opportunity for the CASA Board to better understand the scope and scale of your operations and the opportunities and challenges presented in the current environment.

The effort taken to get some of the Board off the ground and to provide an aerial view of your operations was particularly appreciated.

§ 22, I wish you well in meeting the challenges you identified and successfully achieving your business objectives.

Yours sincerely

A handwritten signature in black ink, appearing to read "Matthew".

§ 22

Chair, CASA Board